

**KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MEETING MINUTES**

**Thursday, December 17, 2009, 6:00 p.m.**  
**Dinner 7:00 p.m.**

**Present:** Todd Beveridge, Lynne Boldt, Tamara Fujinaka, Kristen Gray, Lory Johnson, Bert Testa, Darlene Van Oort, Myrna Brayton  
**Excused:**  
**Guest:**

<b>Topic</b>	<b>Discussion</b>
<b>Call to Order</b>	Todd Beveridge President, called the meeting to order.
<b>Approval of Minutes</b>	The minutes were approved as submitted.
<b>Consent Agenda</b> Financials, <i>Myrna Anderson</i> Staff In-Service/Department Reports, <i>Myrna Anderson</i>	Financials were reviewed. Staff in-service/department reports were reviewed.
<b>Policy/Procedure Review</b> Sex Offender Policy, <i>Todd Beveridge</i>	Motion was made by Kristen Gray, seconded by Bert Testa that the sex offender policy as drafted be approved. Passed unanimously.
<b>Personnel Update</b>	No report.
<b>Director's Report</b> Collection Development Annual Report Self-check Meeting Room Software	Weeding continues based on circulation, if an updated version is available for purchase and if an area has just become of low interest. Multiple copies and gently used copies will be put on sale tables for resale to the patrons. The Annual Report will be ready for the board president, Todd Beveridge, to present to the council at their December 21, 2009 meeting. All uses are up considerably but in-house usage including PCs, magazines, newspapers, meeting and study rooms and other reference resources have the highest percent increase. Eric Melton, AV-Technical Support Librarian has been able to download software and set up a self-check for the patrons for \$1,500. Self-checks sell for \$23,000 from vendors. This should be ready to go in the next few weeks. Patrons will be able to checkout their own materials. Library staff and city IT staff have been working to set up self-scheduling software for meeting room reservations. This should be available for the public after the 1st of January 2010.

Topic	Discussion
<b>Old Business</b> Budget update, <i>Myrna Anderson</i>	Carl Metzger, City Manager, has issued 7 budget directives for 2010-2011 to further tighten the budget by reducing or modifying specific operational programs to realize savings without negatively impacting the delivery of city services. (See attached).
<b>New Business</b> <i>Foundation, Todd Beveridge</i> Community Education, <i>Darlene Van Oort</i> <i>CILSA, Bert Testa</i>	The Foundation will move forward with grant writing and fund raising ideas as discussed. The book sale continues and donations from patrons for materials, services and programs. Darlene Van Oort, board representative to Community Ed. will share the library's annual report with the community Education Board at their January meeting. Bert Testa, CILSA board member reported that the laptop traveling lab is ready to begin circulating. Participating libraries will take turns sharing the 10 laptops for training and presentations in each of their buildings.
<b>Adjournment</b>	There being no further business the meeting was adjourned at approximately 7:00 p.m. The next Board meeting will be Thursday, January 21, 2010.
	Respectfully submitted,

Tamara Fujinaka, Secretary